



County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA
Chief Executive Officer

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Fifth District

December 18, 2007

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS:
ESTABLISH CAPITAL PROJECT, APPROVE PROJECT SCOPE AND
ESTIMATED TOTAL PROJECT BUDGET AND AUTHORIZATION TO APPLY FOR A
FEDERAL AVIATION ADMINISTRATION AIRPORT IMPROVEMENT PROGRAM
GRANT AND CALIFORNIA DEPARTMENT OF TRANSPORTATION CALIFORNIA
AID TO AIRPORTS PROGRAM STATE MATCHING FUNDS GRANT FOR
THE RUNWAY LIGHTING AND SIGNAGE UPGRADE PROJECT, C.P. 88941
BRACKETT FIELD AIRPORT, CITY OF LA VERNE
(FIFTH DISTRICT) (3 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Find that the project is exempt under the California Environmental Quality Act, Section 15301(c), insofar as it consists of minor alteration of existing facilities, involving no expansion of use beyond that previously existing.
2. Establish a Capital Project in the Aviation Capital Projects Fund for the Runway Lighting and Signage Upgrade project at Brackett Field Airport in the City of La Verne and approve project scope and estimated total project cost of \$800,000.

3. Authorize the Director of Public Works, or his designee, to apply for a Federal Aviation Administration (FAA) Airport Improvement Program Grant in the amount of \$760,000, and a California Department of Transportation (Caltrans) California Aid to Airports Program (CAAP) State Matching Funds Grant in the amount of \$19,000 for the Runway Lighting and Signage Upgrade project at Brackett Field Airport in the City of La Verne.
4. Approve an exception to the County's Grant Policy for this project only by authorizing the Director of Public Works, or his designee, to accept on the County's behalf the FAA Airport Improvement Program Grant and the Caltrans CAAP Matching Funds Grant.
5. Authorize the Director of Public Works or his designee to conduct business with the FAA and Caltrans on any and all matters related to the grant funds for this project only, including executing grant agreements and signing requests for reimbursement.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended action is to allow the Department of Public Works to obtain grant funding for the design and construction costs of a Runway Lighting and Signage Upgrade project recommended by the FAA Runway Safety Action Plan for Brackett Field Airport. To formally accept the FAA Grant within the short time frame following the offer to award grant funds, the Department of Public Works is recommending that, for this project, your Board approve an exception to the County's Grant Policy requiring all grants to be accepted by your Board.

The current runway/taxiway design for Brackett Field Airport is obsolete and does not conform to FAA standards. The development and implementation of a modern, compliant runway/taxiway system is a requirement of the FAA's Runway Safety Action Plan for Brackett Field Airport. The project will include new lighting, signage, pavement markings, construction of a small taxiway turnout apron, and an update to the current Airport Layout Plan.

The project design will be completed by a qualified Board-approved/As-needed Design consultant and a construction services contract will be awarded to a qualified construction contractor through a competitive bid process. Upon completion of the project design, we will return to your Board to recommend the adoption of the plans and specifications and to request your Board's authorization to advertise for construction bids.

Green Building/Sustainable Design

In keeping with the intent of the County's recently adopted amendments to the Green Building/Sustainable Design policy, recycling/re-use of airport materials will be incorporated into the design of this project wherever possible. The consultant will also determine the feasibility of incorporating other design elements in support of the County's sustainable design program. A full disclosure of the consultant's findings and recommendations will be available when we return to your Board to adopt the plans and specifications for this project.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs that we provide Service Excellence (Goal 1) and Fiscal Responsibility (Goal 4). This action will provide improved airport facilities for the airport tenants while complying with current FAA standards and will support the strategy of actively seeking grant funds from outside sources to increase the County's funding sources.

FISCAL IMPACT/FINANCING

The recommended actions will have no impact to the County General Fund.

Upon your Board's approval and the FAA's grant offer, funding of \$800,000 for this project will be included in the Fiscal Year 2008-09 Proposed Capital Projects/Refurbishment Budget.

The anticipated FAA Airport Improvement Program grant commitment of \$760,000 will fund 95 percent of the total project cost. The anticipated Caltrans CAAP State Matching Funds Grant will fund \$19,000, which equates to 2.5 percent of the Federal grant amount. The remaining \$21,000 in matching funds will be provided from the Aviation Capital Project Fund. The project will only be initiated upon award of FAA grant funding.

A Project Budget Summary is included as Attachment A.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Pursuant to Public Utilities Code, Sections 21681-21684 and Section 4064 of the CAAP regulations, local government approval authorizing the submittal of applications for grant funding is required.

On July 11, 2000, your Board approved the guidelines that need to be followed prior to the acceptance by the County of grants of \$100,000 or more. These guidelines include a requirement that a County department prepare a Grant Management Statement for your Board's review prior to the Department's carrying out activities covered under the grant. The attached Grant Management Statement (Attachment B) for the FAA Airport Improvement Program Grant has been prepared to conform to this requirement.

All Grant Agreements will be reviewed and approved as to form by County Counsel prior to execution by the Director or his designee.

ENVIRONMENTAL DOCUMENTATION

The California Environmental Quality Act requires public agency decision makers to document and consider the environmental implications of their actions. The proposed project is categorically exempt pursuant to Class 1(c) of the Environmental Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, and Section 15301(c) of the California Environmental Quality Act guidelines, insofar as it consists of minor alterations to existing facilities.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

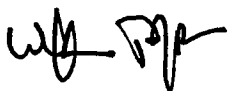
All users of the airport will benefit from completion of this improvement project, which will improve the airport runway/taxiway areas and reduce maintenance costs for the County.

The Honorable Board of Supervisors
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CONCLUSION

Please return two adopted copies of this letter and attachments to the Department of Public Works, Aviation Division; one adopted copy and attachments to the Chief Executive Office, Capital Projects Division; and forward one adopted copy of this letter to the Auditor-Controller, General Claims Division.

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer

WTF:DLW:DL
JSE:DJT:RB:z

Attachments (2)

c: County Counsel

December 18, 2007

ATTACHMENT A
BRACKETT FIELD AIRPORT
RUNWAY LIGHTING AND SIGNAGE UPGRADE PROJECT
PROJECT BUDGET SUMMARY
APPROVE TOTAL PROJECT BUDGET

I. PROJECT SCHEDULE

Project Activity	Proposed Completion Date
Award Consultant Services Contract	Jan. 08
FAA Approve Plans and Specifications	Apr. 08
Advertise for Construction Bids	Jun. 08
Award Construction Contract	Sep. 08
Construction Start	Nov. 08
Substantial Completion	Jan. 09
Final Acceptance	Mar. 09

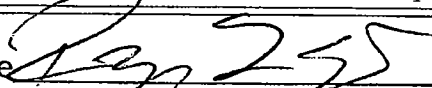
II. PROJECT BUDGET SUMMARY

Budget Category	Proposed Project Budget
Construction	
Construction Contract	\$630,000
Change Order Contingency	<u>30,000</u>
Total Construction Cost	\$660,000
Consultant Services	95,000
Miscellaneous Expenditures	5,000
County Administrative Services	40,000
TOTAL	\$800,000

**Los Angeles County Chief Administrative Office
Grant Management Statement for Grants \$100,000 or More**

Department: Public Works		
Grant Project Title and Description		
Brackett Airport – Runway lighting and signage upgrade.		
Funding Agency	Program (Fed. Grant #/State Bill or Code #)	Grant Acceptance Deadline
Federal Aviation Administration (FAA)	Airport Improvement Program (AIP)	Approximately three weeks from receipt of grant offer
Total Amount of Grant Funding: \$760,000		County Match: \$40,000* (hard)
Grant Period: Until project is completed	Begin Date: 08/08 (est.)	End Date: 03/09 (est.)
Number of Personnel Hired Under This Grant: 0	Full Time: N/A	Part Time: N/A
<u>Obligations Imposed on the County When the Grant Expires</u>		
Will all personnel hired for this program be informed this is a grant-funded program?	Yes	N/A <u>X</u>
Will all personnel hired for this program be placed on temporary ("N") items?	Yes	N/A <u>X</u>
Is the County obligated to continue this program after the grant expires?	Yes	N/A <u>X</u>
If the County is not obligated to continue this program after the grant expires, the Department will:		
a.) Absorb the program cost without reducing other services	Yes	N/A <u>X</u>
b.) Identify other revenue sources (describe below)	Yes	N/A <u>X</u>
c.) Eliminate or reduce, as appropriate, positions/program costs funded by the grant.	Yes	N/A <u>X</u>
Impact of additional personnel on existing space:		
N/A		
Other requirements not mentioned above:		
The County will initiate the grant termination after the Board of Supervisors accepts the completed contract work.		
* \$19,000 of the County Match may be reimbursed by California Department of Transportation California Aid to Airports Program. \$21,000 will be funded by the Aviation Capital Projects Fund.		

Department Head Signature



Date 11-15-07